* **Log on** to <http://boeing.yourcause.com/basic>
* Enter your BEMS ID, **Click Next**
* Enter your last name and BEMS ID (again!) **Click Next**
* Enter your password (this is going to be your new YourCause password) and then enter it again in the confirm field. Enter your email address below – (or if you already have a YourCause password you will be asked for your BEMS ID and password only.)
* You will see the Welcome Page, **Click OK**
* Click on **Gift Match**
* Click the button below to find your charity
* Enter the name: **Sound Salmon Solutions (Stilly-Snohomish Fisheries Enhancement Task Force)**
* Enter the city: **Mukilteo**

(If you’d like to see SSS’s profile, Click View Profile)

(If you’d like to see the Boeing Marching Gift rules, Click View Rules)

* Click on the blue button **“Log an Offline Donation”** This is if you have already donated to us and you want it matched. (The Make a New Donation button is for making a donation on the boeing website to us via credit card.)
* Enter the **Donation Amount**
* Enter the **Donation Date**
* **Select** the type of donation you made: cash, credit card, check, or stock
* **Add a Designation** (for the matching gift) if you want one. You may enter unrestricted if you want it to go to the greatest need.
* **Upload your proof of donation**. This can be our letter or email receipt for your donation. They don’t want canceled checks or copies of checks as proof. Click on **Upload file** to upload the copy.
* Click **Add to Cart** to checkout or the process will not be complete.
* Click **Checkout Now**
* Check off $ amount and **Apply Match**
* Privacy – **pull down menu** to select what information you want Boeing to share with Sound Salmon Solutions. Please include first and last name and your email and address as a minimum.
* **Click Confirm**